

MUIZENBERG IMPROVEMENT DISTRICT NPC
Minutes of the Board Meeting held on Tuesday 21 January 2014
at 16:00 at the All Saints Church Hall, Muizenberg

Present:

Name	Position	Abbrev
Tony Smith	Director (Chair)	TS
Kelleigh Hamilton	Director	KH
George Hill	Director	GH
Elizabeth Milne	Director	EM
Sandi Voges	Director	SV
Marion Wagner	Director	MW
Peter Wright	Director	PW
Chevone Petersen	Admin Manager	CP

No	Agenda Item	Decision	Action (Who?)	When
1.	Welcome	TS opened the meeting at 16:10		
2.	Community Issues/Matters for the Board's consideration	There were no matters for consideration and no members present.		
3.	Apologies	Mike Romyn (MR) and Steven Frankal (SF)		
4.	Minutes of the Previous Meetings Matters Arising	The minutes of the following meetings were approved: <ul style="list-style-type: none"> • 9 October 2013: Proposed by KH and seconded by SV. • 3 and 10 December: Proposed by EM and seconded by SV. • CP met with a FNB Consultant and will draft the necessary letter for signatories to be changed. All signatories will need to go to FNB Tokai to sign necessary documents. 	TS, EM, PW & CP	Feb 2014

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		<ul style="list-style-type: none"> • Runan Rossouw will provide feedback on consent forms and MID boundary on Monday, 27 January. • MR suggested that MID register with GivenGain. • SF still waiting on feedback regarding the building on the beachfront currently utilized by the Shark Spotters. 	CP	27 Jan 2014
			CP	End Jan 2014
			SF	End Jan 2014
5.	Financial Reports	<p>The Board approved the financial reports for September, October, November and December 2013.</p> <p>The Board accepted the Bookkeeper's increased rates as of January 2014.</p>		
6.	Surplus Funds	<p>The Board approved the transfer of funds into the investment account for 2 months City payments as provision against risks as instructed by CoCT.</p> <p>CP to follow up with Joepie Joubert regarding the use of allocated surplus funds for projects in 2014/2015 budget in the current financial year.</p>	CP & TS/PW/EM	ASAP
			CP	ASAP
7.	Draft AGM Minutes	The Board confirmed that the draft AGM minutes could be published.	CP	ASAP
8.	MID Boundary	Refer to Matters Arising.		
9.	NCC SLA	The Board agreed that point 13.1 of the SLA should be deleted.	CP	ASAP
10.	Grit Contract & CCTV Camera Quotation	The Board agreed to increase Grit fees by 10% in July 2014. Their increase was due in November 2013, but this was accounted for when the current financial year's budget was prepared.		

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		MID to engage with CIDs, other role players and security service provider and conduct research on the security and CCTV monitoring required in the MID area. Also research collaboration between CIDs and private CCTV camera owners.	TS, CP & Security Director	End March
11.	PhilSec Systems Quote for CCTV Cameras	The Board accepted PhilSec Systems quotation for camera maintenance and repositioning.		
12.	HR: Manager's Working Hours	The Board approved the Manager's working hours from 9am – 4pm Monday to Friday, the Manager will therefore have a working lunch.		
13.	Strategic Planning/Review	<p><u>Social Development (MW)</u></p> <ul style="list-style-type: none"> The Board approved the continuation of the weekend cleaning initiative until Easter. MW to discuss financial contribution from Safer Together towards the project. <p><u>Environmental Upliftment Portfolio (EM)</u></p> <ul style="list-style-type: none"> The Board approved the greening proposal for the c/o Royal and Alexander Road, York Road and the garden maintenance contract with Karen Hultzer for the Palm Trees in Beach Road. The Board agreed that funds allocated to environmental upliftment in the 2014/2015 surplus budget can also be used towards Surfers' Circle project. 	MW & KH	ASAP

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	<p><u>Village (PW)</u></p> <ul style="list-style-type: none"> PW in the process of obtaining quotations for Surfers' Circle construction. 	PW	End Jan 2014
	<p><u>Building, Maintenance and Cleaning (KH)</u></p> <ul style="list-style-type: none"> Need to meet with Sub-Council regarding recycling huts and butt bins before applying for permissions from relevant departments. NCC providing quotation for collection of butt bins at CCID. Need to find a site within MID where "after hours" waste can be stored in order for Solid Waste to collect the next day. Liaising with various CoCT departments regarding illegal dumping in Church Road and elsewhere. 	KH, SV & CP	14 Feb 2014
		CP	ASAP
		All	On-going
		KH & CP	On-going
	<p><u>Marketing (SV)</u></p> <ul style="list-style-type: none"> SV meeting with a marketing contact regarding a marketing campaign for Muizenberg 	SV	On-going
	<p><u>Park (GH)</u></p> <ul style="list-style-type: none"> GH meeting with Paul Booth regarding road works. The Land Invasion Unit and Law Enforcement have promised to take action regarding illegal residents in the park. 	GH	22 Jan 2014

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		<p><u>Beachfront (TS gave feedback on behalf of SF)</u></p> <ul style="list-style-type: none"> • Rent-A-Cop contract has been renewed • SF is liaising with Edwin Genade regarding rejuvenation of the grass on the beachfront. The Board suggested investigating artificial grass as at Fish Hoek beach. • The Balmoral site applications are in council going through the approval process. Also considering several applicants for the premises above Primi Piatti. 	SF	On-going
14.	Portfolio Vacancies	Vacancies for Membership, Governance and Security Portfolio still a focus area for all Directors.	All	ASAP

Meeting Closed at: 19:10.